## <u>City of</u> <u>Hattiesburg</u> <u>Disadvantage Business Enterprise (DBE)</u> <u>2021-2023 DBE</u> <u>Goal</u>

### **OVERALL GOAL**

The City of Hattiesburg's overall goal for fiscal year 2021-2023 is as follows: **1.2%** of federal financial assistance will be expended in Department of Transportation (DOT) assisted contracts. This is exclusive of FTA funds to be used for the purchase of transit vehicles.

In accordance with Section 26.45 (f) the City of Hattiesburg shall submit its overall goal to DOT on August 1 of each year. In establishing the overall goal every three years, the City of Hattiesburg shall consult with minority, women and general contractor groups as well as other community organizations in an effort to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the City of Hattiesburg's efforts to establish a level playing field for the participation of DBEs (*Attachment 1*). The City of Hattiesburg willpublish a notice on its website of the proposed overall goals, informing the public that the proposed goal and its rational are available for inspection during normal business hours at its principal office for 30 days following the date of the notice and inform the public that the City of Hattiesburg will accept comments on the goals. Normally, this notice will be issued by June 1 triennially. The notice will include addresses to which comments may be sent and addresses (including offices and websites) where the proposal may be reviewed. The City of Hattiesburg's overall goal submission to DOT will include a summary of information and comments received during this public participation process and responses. The City of Hattiesburg will also conduct consultation with interested parties in accordance with <u>49 CFR</u> Part 26.45 – How do recipients set overall goals?

Complete details of our overall goals and methodology can be found on our

website: Link:<u>www.hattiesburgms.com/mpo</u>

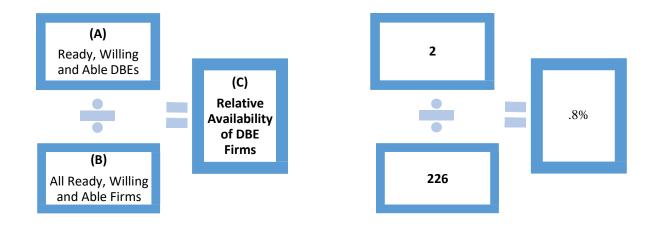
(Attachment 5)

## STEP 1: GOAL-SETTING METHODOLOGY

The method used to establish the relative availability of DBEs is to determine the portion or percentage of "Ready, Willing, and Able DBEs" that exist among the population of "ALL Ready, Willing, and AbleFirms."

Ready, Willing, Able DBEs (A) / ALL Ready, Willing, Able Firms (B) = Relative Availability of DBE Firms (C)

For the City of Hattiesburg, firms and DBEs within Forrest and Lamar Counties were identified as themost relevant for the purpose of this calculation. See *Attachment 2* for a detailed accounting of the number of DBEs and total firms used.



Dividing for the quotient, we arrive at a Relative DBE Availability of .8%, which is also referred to as the Step One Base Figure and has herein been established as the City's DBE goal.

#### **Adjustments and Weighting**

After calculating the base figure of relative availability of DBEs, all available evidence was considered to determine whether any adjustment to the figure was needed in order to arrive at the overall goal. The City of Hattiesburg chose to adjust the base figure particularly given the limited number of identifiable DBEs specifically available in the Hattiesburg area. This challenge will be addressed through additional outreach opportunities described herein, with particular emphasis on supporting the continuing development of local firms through the new City of Hattiesburg's Emerging Business Enterprise program (EBE).

No weighting was applied because the majority of our sub-recipients are incurring routine cost spendingon such things as fuel/oil, vehicle maintenance/repair, and/or tires. Because of those routine cost, vendor spending will vary significantly within a program year. It would be very difficult to single a specific cost category.

#### **Data Sources**

Data sources for Ready, Willing, and Able DBEs included DBE directories at the Mississippi Department of Transportation (MDOT) as well as the Mississippi Development Authority (MDA), which were both specifically reviewed for North American Industry Classification System (NAICS) codes most applicable toDOT/FTA funded work in the City of Hattiesburg. Ultimately, MDOT figures were relied upon as the number of DBEs within that directory in relevant NAICS codes were generally higher.

The data for All Ready, Willing, and Able firms was derived from the U.S. Census Bureau County BusinessPattern for Forrest and Lamar Counties, Mississippi.

In order to ensure that the calculation for a DBE goal not under-represent DBE firms in the area, this calculation has used the above referenced DBE directories to identify all DBE firms in specified NAICS codes within the State of Mississippi, but have used the U.S. Census figures to identify total firms only in the Forrest County and Lamar County area. Specifically, County Business Patterns for the related NAICS codes from the 2019 tables were used, as those were the most recently published tables.

The City of Hattiesburg maintains a directory with its Hub City Transit Division and with the Metropolitan Planning Organization (MPO) of firms identified within this calculation as DBEs and will periodically add

to the list any firms in other NAICS codes that identify themselves as DBEs, which may have opportunity for incidental business with those divisions. This is not a list of firms certified by the City of Hattiesburg, but rather only a reference to the firms identified in the original sources of data.

The Mississippi Department of Transportation data source can be accessed at: https://aashtoreports.mdot.ms.gov/trnsreportspublic/Reports/cr\_brk.aspx

The U.S. Census Bureau data source can be accessed at: https://www.census.gov/programs-surveys/cbp/data/tables.html

# **STEP 2: DBE GOAL METHODOLOGY**

The City of Hattiesburg has considered the following for Step 2: DBE Goal Methodology.

- Past participation (volume of work DBEs have performed in recent years)
- Evidence from recent disparity studies conducted in the market area (Attachments 3 & 4)
- Statistical Disparities in the ability of DBEs to get financing, bonding, and insurance
- Data on employment, self-employment, education and training, union apprenticeship programs; and
- Any other data that helps to better measure the percentage of work that DBEs would belikely to obtain in the absence of discrimination

#### BREAKOUT OF ESTIMATED RACE-NEUTRAL AND RACE-CONSCIOUS PARTICIPATION

It is anticipated that the City of Hattiesburg will meet its overall goal by using race-neutral means of facilitating DBE participation. The City of Hattiesburg will attempt to use the following race neutral means to increase DBE participation.

- 1. Arrange solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate DBEs and other small businesses
- 2. Provide periodic technical assistance and other education and outreach
- **3.** Carry out information and communications programs on contracting procedures and specific contract opportunities.

The City of Hattiesburg has DBE history for its transit services which has been a beneficial starting point for achieving the stated goal. In addition, opportunities have been made available by the City for DBE participation within the professional design categories that are associated with recent infrastructure projects and corridor plans. The City will continue to promote the use of contract goals where applicable to help ensure reasonable effort is made to achieve goals.

#### MEANS TO MEET OVERALL GOALS

In addition to the efforts outlined above (arrangement of solicitations and specifications, technical assistance and outreach, and information/communication programs), the City of Hattiesburg will further attempt to increase DBE participation and DBE representation by providing programs in partnership with other agencies geared toward small business development.

Because of the lack of DBE firms and because of the procurement requirements germane to the City of Hattiesburg, the City of Hattiesburg will ensure that the DBE program continues to be tailored to overcome the effects of discrimination.

The City of Hattiesburg will make an effort to collect data as a result of this program, will review performance data including race-neutral and race-conscious means and their effectiveness, and will participate in outreach meetings with both DBEs and non DBEs willing to participate in transit programs.

If you require additional information, please contact me at (601) 554-1008.

Sincerely, Armendia Esters MPO Division Department of Urban Development

The City of Hattiesburg, in partnership with the Mississippi Development Authority, will present a ModelContractor Development Program Workshop designed to teach small contractors, minorities, and women the business practices that would improve their company operations and increase the bonding capacity for minorities, women, and small businesses. Though the focus of the event will be the education and development of small businesses interested in contracting opportunities, it will also be anopportunity for the City of Hattiesburg to gain insight on the status of disadvantaged and non- disadvantaged businesses in the Hattiesburg area. Holding these events on at least an annual basis will better enable the city to keep an understanding of the changing dynamics of the small business environment and will increase the likelihood of participation and new DBE identification.

Topics at workshops may include Business Planning, Management, Finance, Bonding and Insurance, Accounting, Estimating and Bidding, Project Management, and others that may be determined useful.Presenters may include representatives in construction & development, bankers, accountants, engineering firms and architects, suppliers, and government agency representatives. Workshops will also provide resources and contact information to enable participants to follow-up for more individualized concerns on the topics covered.

The City of Hattiesburg anticipates co-hosting a virtual workshop in the fall of 2021.

## FYs 2021-2023 PUBLIC TRANSIT DIVISION Disadvantaged Business Enterprises (DBE) Goal Methodology

## **Goal Calculation**

- A. Identify Ready, Willing and Able DBEs by NAICS Codes based on available directories in the Hattiesburg area, consisting of Forrest and Lamar Counties, this was only 2 total firms.
- B. Identify ALL Ready, Willing and Able firms by NAICS codes based on available census data in the Hattiesburg area, consisting of Forrest and Lamar Counties, this was 226 total firms.

NAICS	INDUSTRY DESCRIPTION	Tota	l Firms	DB	E Firms	FY 2019-2021
Code		Forrest	Lamar	Forrest	Lamar	ANTICIPA
		County	County	County	County	TED
						FUNDS
23622	Commercial, Institutional &	8	11	0	0	\$3,045,000
	Industrial Building Construction					
4231	Motor Vehicle and Motor Vehicle	8	5	0	0	\$63,000
	Parts/Suppliers					
441310	Automotive Parts & Accessories	14	11	0	0	\$187,000
	Stores					
485	Transit & Ground Passenger	5	3	0	0	\$252,000
	Transportation					
5111	Newspaper, Periodical, Book and	4	3	0	0	\$3,000
	Directory Publishers					
524	Insurance Carriers & Related	36	43	0	0	\$183,000
	Activities					
5413	Architectural, Engineering &	22	19	0	1	\$725,000
	Related Services					
611310	Colleges, Universities	0	0	0	0	\$1,000
	&Professional Schools					
6242	Community Food & Housing, and	8	0	0	0	\$1,000
	Emergency & Other Relief Services					+ - , • • •
711	Performing Arts, Spectator Sports &	0	4	1	0	\$1,000
	Related Industries					+ - , • • •
81111	Automotive Mechanical & Electrical	14	8	0	0	\$400,000
	Repair & Maintenance					,
						1
	TOTALS	119	107	0	0	
	Grand Totals	2	26		2	

- C. Dividing for relative availability of DBE firms (the base figure) and the goal established herein, we arrive at 0.8%. (2/226 = .008 or .8%)
- D. Regarding the use of shortened NAICS codes: In many instances, Hub City Transit uses less than 6-digit NAICS codes for several reasons. Using shorter NAICS codes serves to cast a wider net among closely related industries some of which may be overlooked if all codes were narrowed down to codes of six or more digits. Additionally, even using the abbreviated codes, the number of identified businesses is still relatively small. And among that population of businesses, the number of DBE firms is exponentially smaller. To narrow each of the NAICS codes down to 6 or more digits could virtually eliminate any representing DBEs. The intent was to take a broader look at all firms inhopes of capturing more potential DBEs, whose services may actually drift among more than one (more narrowed) NAICS code.

## United States Census Bureau QuickFacts Hattiesburg, Mississippi

https://www.census.gov/quickfacts/fact/table/hattiesburgcitymississippi/PST045218

## POPULATION

Population estimates, July 1,	45,863
2010, (V2019)	
Population estimates, April 1,	45,758
2010 (V2019)	
Population, percent change -	0.2%
April 1, 2010 (estimates base)	
to July 1, 2018 (V2019)	

# **RACE AND HISPANIC ORIGIN**

White alone	43.1%
Black or African American alone	53.0%
American Indian and Alaska	0.2%
Native alone	
Asian alone	1.1%
Native Hawaiian and Other Pacific	0.1%
Islander alone	
Two or More Races	2.3%
Hispanic or Latino	3.2%
White alone, not Hispanic or	40.6%
Latino	

# **EDUCATION**

High school graduate or higher, percent of persons age 25+, 2015- 2019	87.5%
Bachelor's degree or higher, percent of persons age 25 years+, 2015-2019	32.6%

HEALTH	
With a disability, under age 65	14.5%
years, percent, 2015-2019	
Persons without health insurance,	17.5%
under age 65 years	

## ECONOMY

In civilian labor force, total,	62.9%
percent of population age 16	
years+, 2015-2019	

### **INCOME AND POVERTY**

Median household income (in 2019 dollars), 2015-2019	\$34,735
Per capita income in past 12 months (in 2019 dollars), 2015- 2019	\$21,673
Persons in poverty, percent	32.5%

### BUSINESSES

All firms, 2012	4,811
Men-owned firms, 2012	2,334
Women-owned firms, 2012	1,863
Minority-owned firms, 2012	1,641
Nonminority-owned firms, 2012	2,634
Veteran-owned firms, 2012	571
Nonveteran-owned firms, 2012	3,740

## This attachment is an except from the 2019 Analysis of Impediments to Fair Housing Choice

## Market Area Disparity Studies City of Hattiesburg 2019 Analysis of Impediments to Fair Housing Choice January 16, 2021

# http://www.hattiesburgms.com/wp-content/uploads/2019-Analysis-of-Impediments-Final-1-16-2020.pdf

### Section IV. Fair Housing Analysis

#### D. Racially and Ethnically Concentrated Areas of Poverty (pages 43-46)

Racially or ethnically concentrated areas of poverty (R/ECAPs) are Census tracts with relatively high concentrations of non-white residents living in poverty. Formally, an area is designated an R/ECAP if two conditions are satisfied: first, the non-white population, whether Hispanic or non-Hispanic, must account for at least 50 percent of the Census tract population. Second, the poverty rate in that Census must exceed a certain threshold, at 40 percent.

#### **R/ECAPs** over Time

The change in R/CAPs in Hattiesburg city are shown in the following three maps. Map IV.1 shows the R/CAPs in 2000. Map IV.2 shows the R/ECAPs in Hattiesburg city in 2010, and Map IV.3 shows the R/CAPs in 2016.

\*Please see link at top of page for full document with maps.

#### E. Disparities in Access to Opportunity (pages 47-59)

Areas of opportunity are physical places, areas within communities that provide things one needs to thrive, including quality employment, well performing schools, affordable housing, efficient public transportation, safe streets, essential services, adequate parks, and full-service grocery stores. Areas lacking opportunity, then, have the opposite of these attributes. Disparities in access to opportunity inspects whether a select group, or certain groups, have lower or higher levels of access to these community assets. HUD expresses several of these community assets through the use of an index value, with 100 representing total access by all members of the community, and zero representing no access.

The HUD opportunity indices are access to Low Poverty areas; access to School Proficiency; characterization of the Labor Market Engagement; residence in relation to Jobs Proximity; Low Transportation Costs; Transit Trips Index; and a characterization of where you live by an EnvironmentalHealth indicator. For each of these a more formal definition is as follows:

- Low Poverty A measure of the degree of poverty in a neighborhood, at the Census Tract level.
- School Proficiency School-level data on the performance of 4th grade students on state examsto describe which neighborhoods have high-performing elementary schools nearby and which are near lower performing schools.
- Jobs Proximity Quantifies the accessibility of a given residential neighborhood as a function of its distance to all job locations within a Core Based Statistical Area (CBSA)
- Labor Market Engagement Provides a summary description of the relative intensity of labormarket engagement and human capital in a neighborhood
- Low Transportation Cost Estimates of transportation costs for a family that meets the following description: a 3-person single-parent family with income at 50% of the median income for renters for the region
- Transit Trips Trips taken by a family that meets the following description: a 3-person singleparent family with income at 50% of the median income for renters
- Environmental Health summarizes potential exposure to harmful toxins at a neighborhoodlevel

All the indices are presented in Diagram IV.8. The disparities in access to opportunity are shown in the differences between the various racial and ethnic groups in the diagram. For example, if white households have a distinctly higher index rating than black households then black households have a disproportionate access.

\*Please see link at top of page for full document with charts and maps.

# NOTICE OF PUBLIC COMMENT CITY OF HATTIESBURG DEPARTMENT OF URBAN DEVELOPMENT DISADVANTAGED BUSINESS ENTERPRISE (DBE) TRIANNUAL GOAL FOR FISCAL YEAR 2021-2023

The City of Hattiesburg, in accordance with 49 CFR PART 26.45 (f) of the U.S. Department of Transportation (DOT), has proposed a goal of **1.2%** for Disadvantaged Business Enterprise (DBE) participation for Fiscal Years 2021-2023. The methodology used to calculate the goal consists of counting the number of DBE firms contained in the official, available DBE directory and dividing this number by the total number of available firms in relevant NAICS codes. This resulted in a base figure of **.8%**.

The City of Hattiesburg will accept comments on the goal document. The document is available for inspection and comments from the public for 30 days following the date of this notice from June 10, 2021 through July 12, 2021 during normal business hours at the Metropolitan Planning Organization (MPO) office located at 200 Forrest St. Hattiesburg, MS 39401.

The document is also available for review and comment on the internet at <u>http://www.hattiesburgms.com/mpo/</u>. Individuals who do not have the use of a computer are encouraged to visit their local public library for access to the World Wide Web. If preferred, you may call the MPO at (601) 554-1008 to request a copy of the goal document. Written comments about the goal document should be directed to:

Armendia Esters, MPO Division Manager 200 Forrest St. Hattiesburg, MS 39401 (601) 554-1008

To ensure compliance with the Americans with Disabilities Act (ADA), persons with disabilities that require aids or services to participate can contact the MPO office at (601) 554-1008; or email <u>mpo@hattiesburgms.com</u> to make arrangements.

Written comments should be directed to the MPO, at the above address or emailed to <u>mpo@hattiesburgms.com</u> and must be received by July 12, 2021.

PUBLISH Once (1) in the Legal Section of The Hattiesburg Post and Clarion Ledger: June 10, 2021

#### **Strategies For Achievement of DBE Goals**

The City of Hattiesburg knows from experience that public awareness is an essential element of any Strategy to maximize DBE participation on major projects. Our goal, from pre-construction through completion, will be to keep all lines of communication open with local businesses and the community-at- large to raise awareness about project opportunities. The City of Hattiesburg has already been active in the communicating with the subcontracting community with regard to the opportunities available on future Projects. We have attended the Department's DBE workshop and have contacted out many DBE certified forms. DBE response and interest will be tracked and a significant effort will be made to ensure that they remain interested in the opportunity.

While we have implemented a significant outreach strategy for the preparation of this proposal, we realize that this is an on-going effort. We will continue the public awareness after award to ensure that DBE's are aware of additional opportunities available to them with major subcontractors. This will further expand opportunities for DBE's and help our major subcontractors meet their DBE goals.

The City of Hattiesburg will develop the following communication tools: a website; Business Opportunity Workshops; and targeted outreach to business and community organizations. We have utilized many of these methods already, and will continue to utilize them throughout the life of future Projects.

#### Website

The City of Hattiesburg will utilize the Project website to enhance advertisement of contracting and procurement opportunities to DBE firms. We will also share information on the Project team's involvement in local community events to help gain a positive focus for the Project in the community.

Information on the website will include:

- Contact information for critical City of Hattiesburg staff responsible for overseeing DBE participation;
- Invitations to all public meetings, with special emphasis on those relevant to the DBE community;
- Bidders/proposers pre-qualification criteria/requirements and DBE required commitments;
- Access to technical assistance resources, such as small business loan programs, bonding assistanceprograms and other business development programs;
- Profiles of DBE subcontractors who are working on the Project and how they became involved; and
- Links to other related Web sites of interest.

The website will provide an interactive resource where contractors can report their interest in the Project and provide information on their qualifications. The website will be promoted through mailings, emails and newsletters distributed to DBEs, business and DBE advocacy groups, religious and community organizations, and the news media.

### DBE DATABASE MANAGEMENT: Keeping Track of Potential Subcontractors

The City of Hattiesburg will utilize the Mississippi Department of Transportation (DOT) database of DBE firms in Southern Mississippi. Thanks to our work on projects throughout the Hattiesburg area, we have developed database of local businesses—and, as a result, the capability to identify available businesses toperform the work. The City of Hattiesburg will employ a number of qualified DBE sub consultants, preferably local to the Project area, to supplement our engineering, and project management efforts.

Through the Mississippi Development Authority, the Mississippi Department of Transportation has a relational database of local DBE consulting firms known to the city and/or listed in the qualified directories of the Department and other local public transit operators.

#### **CAPACITY-BUILDING: Helping DBE Firms Succeed and Grow**

Through training, mentor-protégé relationships and technical assistance referrals, City of Hattiesburg will help build the capacity of these firms to succeed, both on projects in the future. Strategies that the City of Hattiesburg will offer to assist DBE firms include:

#### **Educational Seminars**

City of Hattiesburg will offer educational seminars for participating DBE subcontractors to strengthen their business management capacity in areas from project management and scheduling to estimating. Among the educational offerings for DBE firms will be workshops on how to successfully do business with City of Hattiesburg on future Projects. In these sessions, participants will learn what it takes to compete successfully for opportunities future Projects. Other workshops will cover such topics as: construction contracting and requirements; professional services contract award process and requirements; bonding and insurance requirements; prequalification, bidding and invoicing; and financing/access to capital.

#### **Bonding Capacity**

In addition to offering training and support in both technical and administrative areas, City of Hattiesburg will facilitate access to independent bonding lines by developing a program that includes overviews of insurance, bonding and selected banks which will allow qualified subcontractors to take the next step and become prime contractors. This step will increase control within the DBE community and offer a more meaningful participation within the business community without being tied to a specified project or contractor.

#### **TRACKING AND REPORTING: Documenting our Progress**

City of Hattiesburg will implement a system for tracking and reporting progress toward the Department's goals for DBE participation. We know from experience that an effective tracking and reporting system requires active participation on the part of all members of the construction team, including project managers, subcontractors and other stakeholders. We also understand the importance of keeping the Department fully informed about DBE participation on a regular basis.

## **DBE Participation Reporting**

Our DBELO will be responsible for coordinating the compilation of DBE participation reports. The primary goal of this reporting will be to track the dollar amounts awarded to prime contractors, and to summarize DBE participation in both dollar and percentage terms. These reports will be used to keep all stakeholders informed of the level of DBE involvement in future Projects and to demonstrate compliance with the performance. In addition to tracking the level of DBE participation in future Projects, City of Hattiesburg willmaintain records of all outreach efforts to local, small and disadvantaged business, including: organizations contacted to identify DBEs; source lists and other data used to identify DBEs; lists of solicitations and responses; and records of participation in workshops.

The City of Hattiesburg will use, these reports can prove particularly useful in identifying broader contracting trends as well as opportunities for stepped-up outreach to local, small and disadvantaged businesses. As a result, all reports will be shared with Mississippi Department of Transportation. The goal: to stimulate a collaborative effort to identify and respond to opportunities to maximize DBE involvement infuture Projects.

Our DBE Strategy for achievement of goals DBELO will prepare monthly, annual and final reports on DBE participation for the Project. This report will include all aspects of the implementation of the City of Hattiesburg DBE Program. In addition, at the conclusion of the Project, City of Hattiesburg will prep a final report on DBE participation, reflecting final contract amounts and payments.

## **Post-Award DBE Contract Monitoring**

The City of Hattiesburg DBELO will lead the City's efforts to monitor DBE contracts once they have been awarded. Contract compliance monitoring will include, but will not be limited to:

- Establishing and maintaining the integrity of contract compliance files and incorporating contract compliance DBE records into the master contract file. The City's DBE DBELO staff will work with the Cityof Hattiesburg Administration to make sure that contract memoranda, decision memoranda, and correspondence to and from prime contractors and DBE contractors are routinely reviewed, analyzed, responded to, noted in the computerized database, and properly filed in the contract file.
- Making sure that all DBE firms awarded contracts have appropriate DBE certification. The City will makesure that all firms projected to satisfy DBE goal requirements secure appropriate certification approval. The DBELO will routinely review the current certification status of the submitting firms to make sure that only certified firms participate on contracts as the identified DBE firm. This individual will implement corrective action, as required, to make sure that the selected team members are apprised of the certification status of DBE firms participating on contracts.
- Making sure that appropriate DBE utilization plans have been submitted, reviewed, and approved. DBE compliance staff will review original DBE utilization plans and the monitor the continued utilization of DBE firms. In addition, site/field monitoring staff will notify the DBELO of all contractors, suppliers, and consultants providing service, on a routine basis or upon request, to facilitate complete capture of all contract participation.

- In the event projected DBE firms are denied certification, contract DBELO staff will make sure that appropriate requests for replacement/substitution are secured. Mississippi Department of Transportation will routinely review, update, and approve all modifications to DBE utilization strategy. The DBELO will review DBE participation opportunities as a result of all change orders or modifications to contracts and evaluate their impact on the DBE utilization plan; this information will be relayed to the appropriate parties to make sure that we are aware of the status of DBE firms participating on contracts.
- Making sure that appropriate periodic DBE progress reports have been submitted and reviewed and that payments to DBEs have been verified and approved. The City of Hattiesburg will make sure that periodic DBE progress reports are submitted by service firms, contractors, and suppliers, as required. Such reports will be reviewed on a monthly basis to make sure that DBE firms are being meaningfully employed in a manner that is consistent with the submitted DBE utilization plan. Site/ field monitoringstaff will take direction from the DBELO to facilitate the timely submission of all forms. The City of Hattiesburg will review the periodic reports to make sure that DBEs are performing on the Project andare receiving payment for their services. The DBELO will prepare and distribute communication procedures and reports to make sure that the City Board are aware of the status of DBE firms participating on specific contracts.
- Implementing corrective actions as required to maintain compliance. The DBELO will implement corrective actions, as required, to make sure that all interested parties are aware of the status of firms participating on contracts. These actions will be reviewed with the appropriate City of Hattiesburg DBELO staff.